

# MIDLAND COUNTY ROAD COMMISSION

## REQUEST FOR PROPOSAL

### 2016-17 Rural GI Package

The Midland County Road Commission is seeking design engineering proposals from qualified consulting firms experienced in preparing Federal Aid projects for bidding through the Michigan Department of Transportation Local Agency Programs. For scheduling purposes and a design timeline, the projects selected for construction each year should be designed and submitted to the Michigan Department of Transportation in anticipation of a January letting date at the latest.

#### 2016 – 2017 Rural Federal Program Roadway Projects

The intent of these projects is to complete 3R Type projects and/or preventative maintenance treatments to the existing roadways and their appurtenances that restore and/or preserve the roadway, retards future deterioration, and maintains or improves the functional condition of the roadway. The Midland County Road Commission is currently compiling a list of potential projects that will be available at the time of award. The list will be accurate based on available information, however the Midland County Road Commission reserves the right to remove, change and/or add additional projects at their discretion, depending on the availability of federal aid funding to complete these projects.

#### Scope of Services

The scope of services for this project should include (but are not limited to) the following items as necessary to provide a biddable set of project documents in accordance with the Michigan Department of Transportation Local Agency Programs Guidelines for Geometrics, Section D – Preventative Maintenance. As a minimum, the following items should be included:

- Obtain roadway specific information, including, point of beginning and point of ending locations, project length, roadway cross section dimensions and materials, driveway types and locations, section corners information, bridge and major culvert crossing locations and any other information that may be relevant to the design and construction of the project.
- Conduct a safety review which includes the most recent 3 years of crash data, and a signed letter by a licensed engineer that describes the crash history and determines if there is a correctable crash pattern in areas that the project could reasonably address.
- Design plans in accordance with Michigan Department of Transportation standards and Local Agency Program Guidelines for Preventative Maintenance Projects (Part D). It is the intent of the Midland County Road Commission to have project documents developed in a “log plan” format for these projects.
- Prepare and submit to the Michigan Department of Transportation all necessary information, including (but not limited to) roadway specific program applications, plans, cost estimates, special provisions, SHPO clearances, etc.
- Attend and participate in project scheduling/coordination meetings with the Midland County Road Commission.
- Attend and participate in the preliminary plan review meetings with the Michigan Department of Transportation.
- Complete work necessary to comply with MDOT Work Zone Mobility requirements.
- Provide Midland County Road Commission with copies of all correspondence throughout the design process.
- Provide electronic copies of project specific information in format acceptable to the Midland County Road Commission.

The project segments will be divided into perspective 2016 and 2017 preliminary plan packages on a yearly basis based on coordination with Midland County Road Commission. Roadway logs, typicals, quantities, and estimates should be developed based on individual segments until they are selected for a specific year's construction, where the remainder of the design/bid package will be developed and submitted to MDOT.

#### Additional Information

Each proposal shall be submitted via email, envelope or through MDOT's E-proposal system. The envelope shall contain the details of the fee schedule to complete the items contained within the Scope of Services for this proposal request. Each sealed envelope shall be labeled "**Midland County Road Commission–2016-17 Rural GI Package Submittal Proposal**".

The Consultant/Consultants will be selected using a quality based selection process. The selection team will review the information submitted and will select the firm considered most qualified to perform the services based on the proposals. The selected Consultant/Consultants will be contacted to confirm capacity. Upon confirmation, negotiations will be conducted with the firm/firms selected.

#### **Proposals are due on April 15<sup>th</sup>, 2015 at 2:00 PM.**

The proposals must be delivered to:

2334 North Meridian Road  
Sanford, MI 48657

OR

[info@midlandroads.com](mailto:info@midlandroads.com)

All questions regarding this request shall be emailed to [info@midlandroads.com](mailto:info@midlandroads.com). Questions will be accepted until 4:00pm on April 10, 2015. Answers to the questions will be sent to those who submitted them in the form of an emailed response.

The Road Commission would like to thank all interested consultants in advance for the preparation of their proposals.